



ACKNOWLEDGMENT OF RECEIPT ON THE COF PARENT HANDBOOK

Child's Full Name (Last) _____ (First) _____

Birth Date _____ Age as of Sept 1st _____ Male/Female

_____ Summer Camps _____ June _____ July

_____ Preschool August 2024 - May 2025

I, the below parent/guardian of the above-named student have received, read, understand, and agree to the terms of the Community of Faith Weekday Preschool Parent Handbook. I agree to become familiar with its contents, as it outlines my responsibilities, the general policy, and procedures for the program. All forms must be complete before a student can be enrolled. Failure to do so can result in moving your spot to the waiting list. I understand the following statements.

- Tuition is due on the 1st and daily late fees start on the 5th
- Tuition is the same rate every month except for August and are all processed by MYPROCARE.COM.
- Tuition is not discounted, refunded or transferable for missed days and or cancelled days.
- Drop off and pick up times are set per student based on enrollment.
- I am responsible for supplying a daily healthy lunch & a clean water cup with sip straw all clearly labeled with the student's name.
- I am responsible for snacks for am/pm care are needed if registered for those classes. Before Care 7-9a & or Stay & Play 215-415p. All items are to be clearly labeled with the student's name in a separate bag, container.
- I am responsible for supplying diapers, wipes, and diaper cream (see front desk for medication authorization for diaper cream)
- I understand I am unable to change, edit schedules for November & December
- I understand I must give a 30-day email/written notice to withdraw without future charges.
- I understand that this handbook summarizes the policies and procedures, which are subject to change without prior notice and the handbook may not be all-inclusive.
- My child's enrollment status can be terminated at will if all policies are not followed and fees are not paid.
- We are not diagnosticians and or doctors and only give our observations and evaluations.
- Early diagnosis of any learning difficulties along with social and emotional, please reach out to your school district and request to get your child evaluated. They can offer additional services such as PT, OT, Speech and more. Sometimes they can still attend our school while receiving speech.

Parent Signature

Parent Printed Name

Date